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APR 13, 1964

Mr. P. M. Conduant
 Assistant Manager for Administration
 United States Atomic Energy Commission
 San Francisco Operations Office
 Hill Bancroft Way
 Berkeley 4, California

BEST COPY AVAILABLE

Subject: Salary, Wage, Travel, and Expense Rules for Pacific Proving Grounds -
 Effective April 1, 1964.

Dear Mr. Conduant:

Attached are copies of the subject rules for your review and approval. These rules will supersede the currently approved Salary, Wage, Travel, and Expense Rules for the Pacific Proving Grounds and the revisions submitted to you by R. P. Connell in his letter of April 7, 1963.

In preparing these revisions, we have made those changes which adapt to the current operational plan. The same Dislocation (differential) allowance provisions which applied to Maritak and Dominic are revised for this operation to apply to duty points outside the State of Hawaii, French Frigate Shoals, and aboard airborne operational aircraft.

The provisions for advisory assignments remain unchanged - normal 40 hour work week pay and no differential allowance.

We are following our current policy of stipulating tourist or economy class commercial air as the normal mode of transportation between the Mainland and Hawaii.

As to living expenses in Hawaii, we would prefer to pay for actual cost of reasonable lodging consistent with our regular travel policy. The \$16.00 daily subsistence allowance is also included and if elected at any time by the traveler, will apply for the balance of his tour of duty in Hawaii.

A per diem of \$5.40 will be reimbursed to employees at locations (excluding State of Hawaii) where eating facilities are furnished by a civilian support contractor. This is consistent with the AN and other AEC contractors' policy, which allow \$2.40 to the individual for incidentals and \$3.00 for his meals.

Your early action on this matter will be appreciated.

Very truly yours,

W. S. Garford

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WBR:LG/Haw

Attachment: Draft, Table IV, Salary,
 Wage, Travel & Expense Rules for PPG

cc: H. R. Hyatt - LASL, W. B. Reynolds, R. P. Connell, D. G. Sewell, R. E. Batzel,
 J. E. Garothers, W. S. Bigelow, J. L. Stivers